



FLORIDA  
DEPARTMENT  
of STATE

# Voter Registration Training Overview for Offices Issuing Driver Licenses

*(Florida Department of Highway Safety and  
Motor Vehicles and Tax Collectors' Offices)*

***Secretary of State Laurel Lee***

Maria Matthews, Esq., Director

Amber Marconnet, Assistant Director

Toshia Brown, Chief, Bureau of Voter Registration Services

Katrina Ferguson, Statewide NVRA Coordinator

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# Voter Registration History

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## SECTION ONE

# National Voter Registration Act (NVRA)

(52 U.S.C. § 20501 - 52 U.S.C. § 20511)

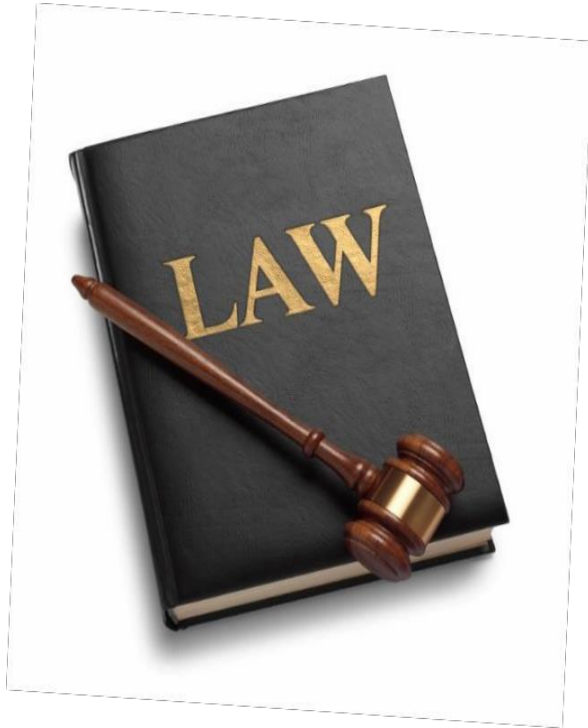
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- Enacted in 1993:
  - State law version enacted in 1995 (Chapter 94-224, Laws of Florida; §. 97.057, Fla. Stat.)
- Introduced national procedures for voter registration including:
  - Allowed persons to register to vote and to receive driver license services at the same time (“Motor- Voter”)
  - Designated governmental or public offices/agencies to offer voter registration opportunities (VRAs)

# Help America Vote Act (HAVA)

(52 U.S.C. § 20901- 21145)

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- Enacted in 2002:
  - Replaced outdated voting machines
  - Introduced provisional ballot voting
  - Required states to create statewide voter registration systems

# Role of DHSMV & Tax Collectors' Offices

- Before 2010:
  - Driver licensing/examiner offices serve as front office for driver license/ID cards and tags
  - Responsible for implementing “Motor Voter” part of NVRA
- 2010 - present:
  - State and county tax collectors' offices serve as primary front offices for issuance of driver license/ID cards
  - Shift of frontline responsibility for completing “Motor Voter”
  - State DL offices still issue the large percentage of DL/ID issuances)

# Motor-Voter is a Partnership

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## Department of State

- Florida Voter Registration System (FVRS)

## Department of Highway Safety & Motor Vehicles

- Driver and Vehicle Information Database (DAVID)
- Daily transfer of electronic voter registration data to FVRS

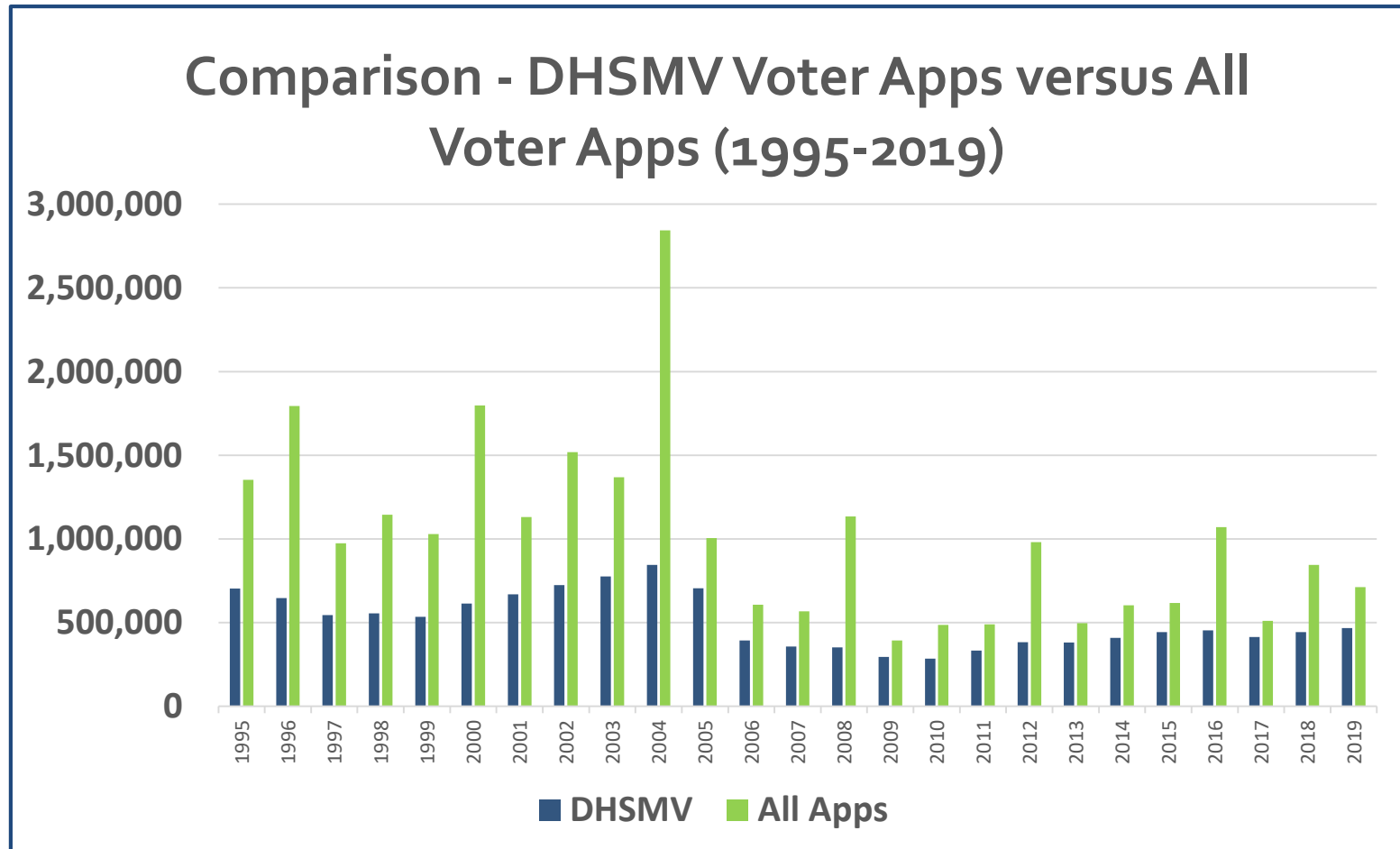
## DHSMV Examiners/County Tax Collector Offices

- Frontline electronic intake

## County Supervisor of Elections

- Role to register eligible voters and remove ineligible voters

# Motor – Voter Role Importance







# General Responsibilities

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SECTION TWO

# What is Required?

Each time  
someone

Applies for  
DL/State ID

Renews for  
DL/State ID

Changes  
address

Ask  
customer

Opt out  
change of  
address will  
apply unless  
customer  
says no

Inform  
customer

Information  
will be sent to  
Supervisor of  
Elections

Certain  
information  
kept  
confidential

Additional  
duties

DHSMV's  
GoRenew

DHSMV Mail-  
In Renewal

# Undue Voter Influence

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**Do not** say or do anything that discourages someone from registering to vote



**Do not** reveal any person's registration information for any purpose other than administration of voter registration



**Do not** influence or try to influence someone to pick a particular political party



**Do not** display any political party affiliation or party allegiance

## Special Class of Applicants

- Pre-registrants
- Victims of domestic violence and stalking
- High-risk professionals

# Special Class of Applicants: Pre-registrants (§ 97.041(1)(b), FS)



- 16 and 17 year olds can pre-register:
  - Cannot vote until he or she turns 18 by that election
  - Pre-registrant status converts automatically in system on person's 18<sup>th</sup> birthday or by registration deadline (book closing) of the election in which he or she will turn 18
- Statutory right to register belongs solely to the pre-registrant:
  - Parental or guardian approval is not required
  - No parent or guardian can sign for the pre-registrant



# Special Class of Applicants: Domestic Violence and Stalking Victims

- Self-identifies as Florida Attorney General's Address Confidentiality Program (ACP) participant and/or
- Provides a **RED FLAG** Address
  - 723 Truman Avenue, Tallahassee
  - PO Box 6298, 7327, or 7297 with Tallahassee as mailing address
- Listed in DAVID as address confidential program participant
- **Do not intake voter registration**
  - *Special law and process apply for participants (§§ 741.401-.465, F.S.)*
  - Refer the customer to county SOE for further information and assistance in registering or updating registration record

# Special Class of Applicants: High Risk Professionals

(§ 119.071, FS)



- **Who are they?** Law enforcement, correction officers, judges, quasi-judicial officers, state and U.S. attorneys, guardians ad litem, child abuse investigators, firefighters, human resource personnel, and others and includes spouses and children, etc.
- **What information is protected?**
  - Personal identification/location information (address, birthdate, phone number)
  - Spouses' and children's names
  - Duty to redact protected information from public access

*Customer must still provide true address for proper assignment of precinct and ballot*



# Special Class of Applicants: High Risk Professionals (cont'd)

(§ 119.071, FS)

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## ■ **When does protection apply?**

- After written request submitted
- In each agency holding the information in its records
- Applies retroactively
- Department of State Form DOS-119 available on website:  
[dos.myflorida.com/media/696331/dos119-public-records-exemption-form.pdf](https://dos.myflorida.com/media/696331/dos119-public-records-exemption-form.pdf)

## ■ **How will it be done?**

- For voter registration records, a “protected flag” is placed on the record in the statewide and local voter registration system



# Electronic Application Intake System

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SECTION THREE

A solid green horizontal bar spanning the width of the slide at the bottom.

# Overview – In-office Intake

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- Florida Driver License Issuance System (FDLIS):
  - Designed and maintained by DHSMV
  - Simultaneous driver license/ID card - voter registration electronic intake process since 2006
- HSMV database does not integrate or directly link with Florida Voter Registration System
- Nightly batch file upload of voter registration information FVRS

# Applicant Choice —

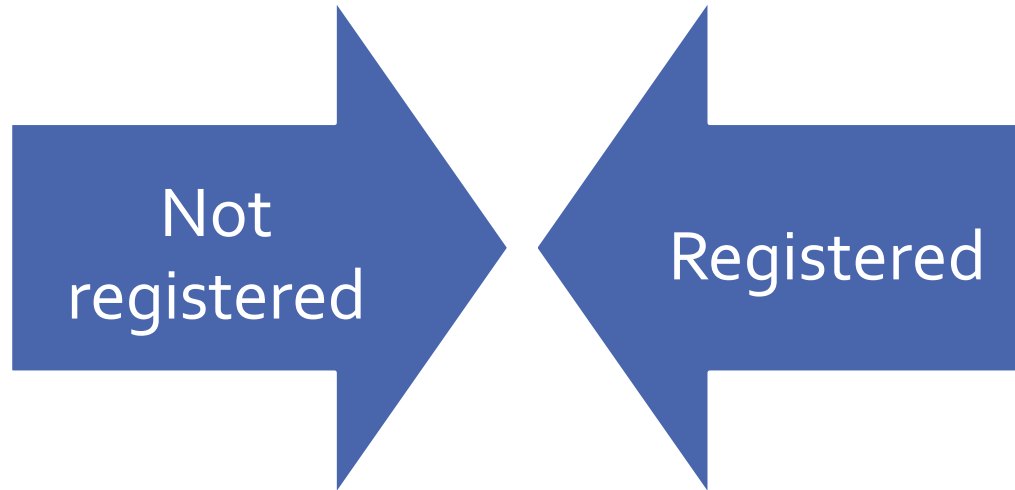
To be or not  
to be a  
voter?



- **Right to register or update** registration
  - Proceed with electronic intake of voter's information
  - Presumptive that the customer agrees to submit information for voter registration purposes
  
- **Right to refuse** before or during registration process:
  - Verbally opts-out
  - Refuses to provide signature affirming oath
  
- **Action:** Stop intake and record declination
  - ✓ Retain record for two (2) years
  - ✓ Records kept by DHSMV, not the tax collectors' offices

# How do you know if person is already registered?

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- **“You don’t know”**
- **Go by what customer says – Supervisor of Elections will process accordingly based on search of FVRS**

**Note: Many people think voter registration transfers from state to state – IT DOES NOT**

# Electronic Intake –

## Name and DOB

- **Enter name and date of birth in proper order:**
  - First, Middle, Last (Enter name on legal documentation such as passport, birth certificate, etc.)
  - Date of Birth (Enter in order of MM/DD/YYYY – month, day, year)
- **Consequences of data input errors:**
  - Wrong date of birth or misspelling could create a duplicate registration record
  - Misspelling could cause someone to have to vote a provisional ballot because no record found:
    - ✓ Hernandez, Kathy versus Hernandez, Cathy
    - ✓ Date of birth: 7/17/1938 versus 7/17/1983
    - ✓ Suffix in last name field

# Data entry error

## *suffix in last name field*

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Maint	Doc Images	Activity	Elections	Audit	Vote-by-Mail	Comms	Eligibility Maint
-------	------------	----------	-----------	-------	--------------	-------	-------------------

DES	122846861	Jarvis Jr, Earl F	2327 SE Quail
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Last	Style	First	Middle	Driver Li
Jarvis Jr	▼	Earl	Frank	

Nbr	Suf	Dir	Street Name	Type	Dir	Unit Type	Nbr
2327		SE ▼	Quail	Ave ▼	▼	▼	

Mail							

City		Sta



# Electronic Intake – Address Validation

- **Address entered twice:**
  - Driver license portion: Entered as single string
  - Voter registration portion: Entered in segments – manually parsed
- **Street validation program:**
  - Valid Street Address Master Index – Supervisors of Elections compile
  - DO NOT OVERRIDE invalid address until:
    - ✓ Review of customer's document with proof of residential address
    - ✓ Check for inverted, abbreviated, transposed or omitted letters, numbers, and street suffixes (e.g., Twenty Second versus 22<sup>nd</sup> or 22 or Tennessee versus Tenn)
    - ✓ Ask customer

# Electronic Intake – Address Details

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- **Residential Address:**

- Physical presence at address person intends to be residence
- P.O. Box or business address should not be used as residential address

- **Special Cases of Residency:**

- **Mobile Home, Houseboat, or Recreational Motor Home:**
  - ✓ Address is where a person docks his/her residential riverboat or houseboat or motor home and/or receives mail regularly
- **Homeless:**
  - ✓ The address of the place where the person regularly receives mail
  - ✓ General delivery address at a post office
  - ✓ Church address that agrees to accept mail on the person's behalf
  - ✓ Address of a shelter that the person frequents

# Electronic Intake – Driver License Address Screen

Single Address  
String Entry

**Issuance: Personal Information**

Organ Donor  Insulin Dependent  Race/Ethnicity   
State of Birth  Florida Resident  Height

Country of Birth  SSN  DOB

Career Offender  Sexual Offender  Sexual Predator

**Mailing Address**

Address   
City  State  Zip  County   
Country   
Location

**Resident Address** Residence Documents Verified ☐

Address   
City  State  Zip  County   
Country   
Location

Do you wish to add or change Emergency Contact Information?  Update Designations?

Are you an honorably discharged military veteran?

Would you like to provide your email address to receive electronic communications from The Department of Highway Safety and Motor Vehicles and The Supervisor of Elections?

Would you like to receive electronic sample ballots from the Supervisor of Elections?

**Voter Application**

☐ New ☒ Change ☐ Declined ☐ Ineligible  
☐ Reissue ☐ Current ☐ Signature Update

Copy Mailing Address to Resident Address

# Electronic Intake – Voter Registration Address Screen

Manual parsing  
entry into each  
separate field

Issuance: Motor Voter

Registration Type:  ☐ Date of Birth ☐ Address ☐ Name ☐ Party

Do you affirm that you have not been adjudicated mentally incapacitated with respect to voting or, if you have, your right to vote has been restored?

Do you affirm you have never been convicted of a felony?

☐ I have been convicted of a felony, and I affirm my voting rights have been restored by the Board of Executive Clemency.

☐ I have been convicted of a felony, and I affirm my voting rights have been restored pursuant to s. 4, Art. VI of the State Constitution upon the completion of all terms of my sentence, including parole or probation.

Mailing Address Address:   
City:  State:  County:  Zip:

Physical Address Example: 4352G TAHITIAN GARDENS CIRCLE  
Street #: 4352 Suffix: G Street Name: TAHITIAN GARDENS Street Type: CIRCLE

Street #  Suffix  Pre-Direction  Street Name  Street Type  Post Direction  Unit Type  Unit

City  State  Zip  County

Select Voter Party  Language ☒ English ☐ Spanish  Daytime Phone  Voting Assistance?

Are you interested in being a poll worker?  Are you Active Duty Military or Merchant Marine?

Are You the Dependent of Active Duty Military or Merchant Marine?  Are You a U.S. Citizen Currently Residing Outside the U.S.?

Previous Voter Registration Name  Address  City  State  Zip

Would you like to receive electronic sample ballots from the Supervisor of Elections?

Email:

# Motor Voter Address Drop Down Box

## Pre-Direction

This screenshot shows the 'Pre-Direction' dropdown menu open, displaying a list of directional options: N, S, E, W, NE, NW, SE, and SW. The menu is highlighted in green. The form fields include: Street #, Suffix, Pre-Direction, Street Name, Street Type, Post Direction, Unit Type, Unit #, City (POMPANO BEACH), Zip (33069), County (BROWARD), Language (English/Spanish), Daytime Phone, and Voting Assistance (No).

## Street Type

This screenshot shows the 'Street Type' dropdown menu open, displaying a list of street types: STREET, STREETS, SUMMIT, TERRACE, THROUGHWAY, and TRACE. The menu is highlighted in blue. The form fields include: Street #, Suffix, Pre-Direction, Street Name, Street Type, Post Direction, Unit Type, Unit #, City (POMPANO BEACH), State (FL), Zip (33069), County (BROWARD), Language (English/Spanish), Daytime Phone, and Voting Assistance (No).

## Unit Type

This screenshot shows the 'Unit Type' dropdown menu open, displaying a list of unit types: APARTMENT, BASEMENT, BUILDING, DEPARTMENT, FLOOR, and FRONT. The menu is highlighted in green. The form fields include: Street #, Suffix, Pre-Direction, Street Name, Street Type, Post Direction, Unit Type, Unit #, City (POMPANO BEACH), State (FL), Zip (33069), County (BROWARD), Language (English/Spanish), Daytime Phone, and Voting Assistance (No).

# Why Are Optional Fields Still Important?

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- *Political party selection* – Might make the difference if voter can vote in primary election
- *Former name* - Reduces multiple records or same voter
- *Former out-of-state address* – Used to notify other states that person is now registered in Florida and cancel old registration

# Why Are Optional Fields Still Important?

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- *Request for assistance at polls* – Alerts election staff that voter might need help at polls and can get help without having to fill out an oath
- *Contact information* – Provides another way to reach voter about registration or ballot issue
- *Want to be a poll worker* – Provides Supervisors with pool of potential temp staff for election cycles

# Electronic Intake – Political Party

- Voter's options:
  - Two major parties:
    - ✓ Florida Democratic Party
    - ✓ Republican Party of Florida
  - Seven minor political parties
  - No party affiliation
- List of registered political parties:
  - Built into system's pull down menu (next slide)
  - Division of Elections' website:  
[dos.myflorida.com/elections/candidates-  
committees/political-parties/](https://dos.myflorida.com/elections/candidates-committees/political-parties/)
- Current voter requests party change:
  - "SELECT VOTER PARTY" button



# Menu Screen for Political Party Change

## Party Selection

## Party Listing

Issuance: Motor Voter

Registration Type  Change ☐ Date of Birth ☐ Address ☐ Name ☒ Party

Do you affirm that you have not been adjudicated mentally incapacitated with respect to voting or, if you have, your right to vote has been restored?

Do you affirm that you are not a convicted felon, or if you are, your right to vote has been restored?

Mailing Address Address   
City  State  County  Zip

Physical Address Example 4352G TAHITIAN GARDENS CIRCLE  
Street # 4352 Suffix G Street Name TAHITIAN GARDENS Street Type CIRCLE

Street #	Suffix	Pre-Direction	Street Name	Street Type	Post Direction	Unit Type	Unit #
<input type="text" value="2940"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="APALACHEE"/>	<input type="text" value="PARKWAY"/>	<input type="text"/>	<input type="text" value="SUITE"/>	<input type="text" value="8341"/>

City  State  Zip  0 County

Select Voter Party ☐ English ☒ Spanish  
Voter Party

Daytime Phone   
Voting Assistance?

Are you interested in being a poll worker?

Are you Active Duty Military or Merchant Marine?

Are You the Dependent of Active Duty Military or Merchant Marine?

Are You a U.S. Citizen Currently Residing Outside the U.S.?

Previous Voter Registration Name   
Address   
City  State  Zip

Would you like to receive electronic sample ballots from the Supervisor of Elections?

Email:

Issuance: Party Selection

☒ Florida Democratic Party  
☐ Republican Party of Florida  
☐ No Party Affiliation

MINOR PARTIES

<input type="checkbox"/> Constitution Party of Florida	<input type="checkbox"/> Libertarian Party of Florida
<input type="checkbox"/> Ecology Party of Florida	<input type="checkbox"/> Party for Socialism and Liberation-Fla
<input type="checkbox"/> Green Party of Florida	<input type="checkbox"/> Reform Party of Florida
<input checked="" type="checkbox"/> Independent Party of Florida	

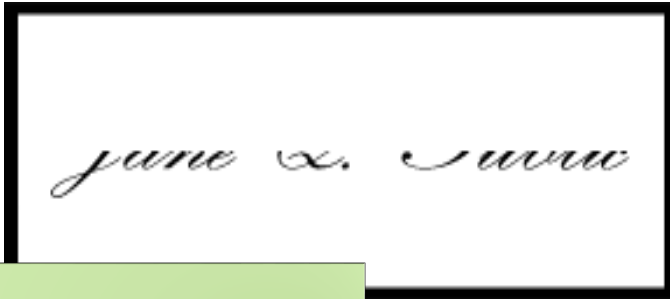
# Electronic Intake –

## Signature



- Signature image captured at front end of process
- **IMPORTANT:** Electronic DL/ID card signature = voter registration signature
- Signature on voter record used to verify signature on:
  - Vote-by-mail ballot (VMB)
  - Provisional ballot
  - Petition for candidate qualifying
  - Petition to remove municipal or charter county officer
  - Citizen initiative petition for constitutional amendment or public measure

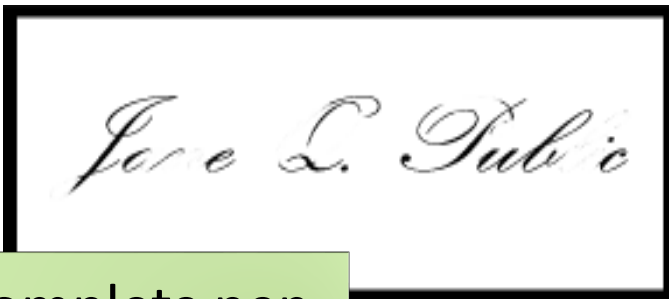
# Signature Image Examples



Cut off



Blurry



Incomplete pen  
strokes

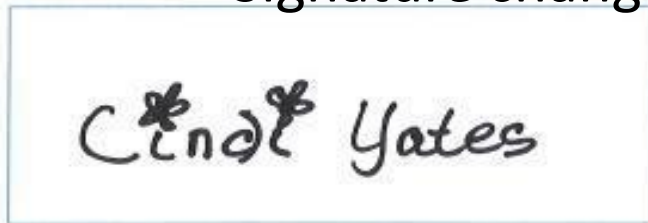


Complete and  
clear

If signature is not complete and clear, have them re-sign

# Signature Image Examples (cont'd)

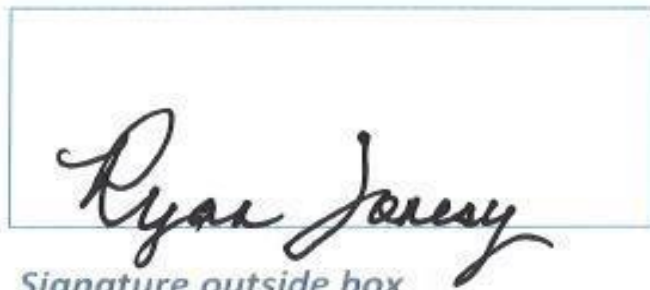
Signature changes over time



*Teen Signature*



*30-something Signature*



*Signature outside box*



*Image captured*

Signature image clipped

# Warning: Voided Voter Applications



- Voiding, cancelling, or interrupting a DL/ID card transaction does the same to the voter registration information
- You must re-enter voter registration when you re-enter DL/ID card information
- Failure to re-enter voter registration means no voter registration information is captured or transmitted

# Electronic Intake – Wrap-up

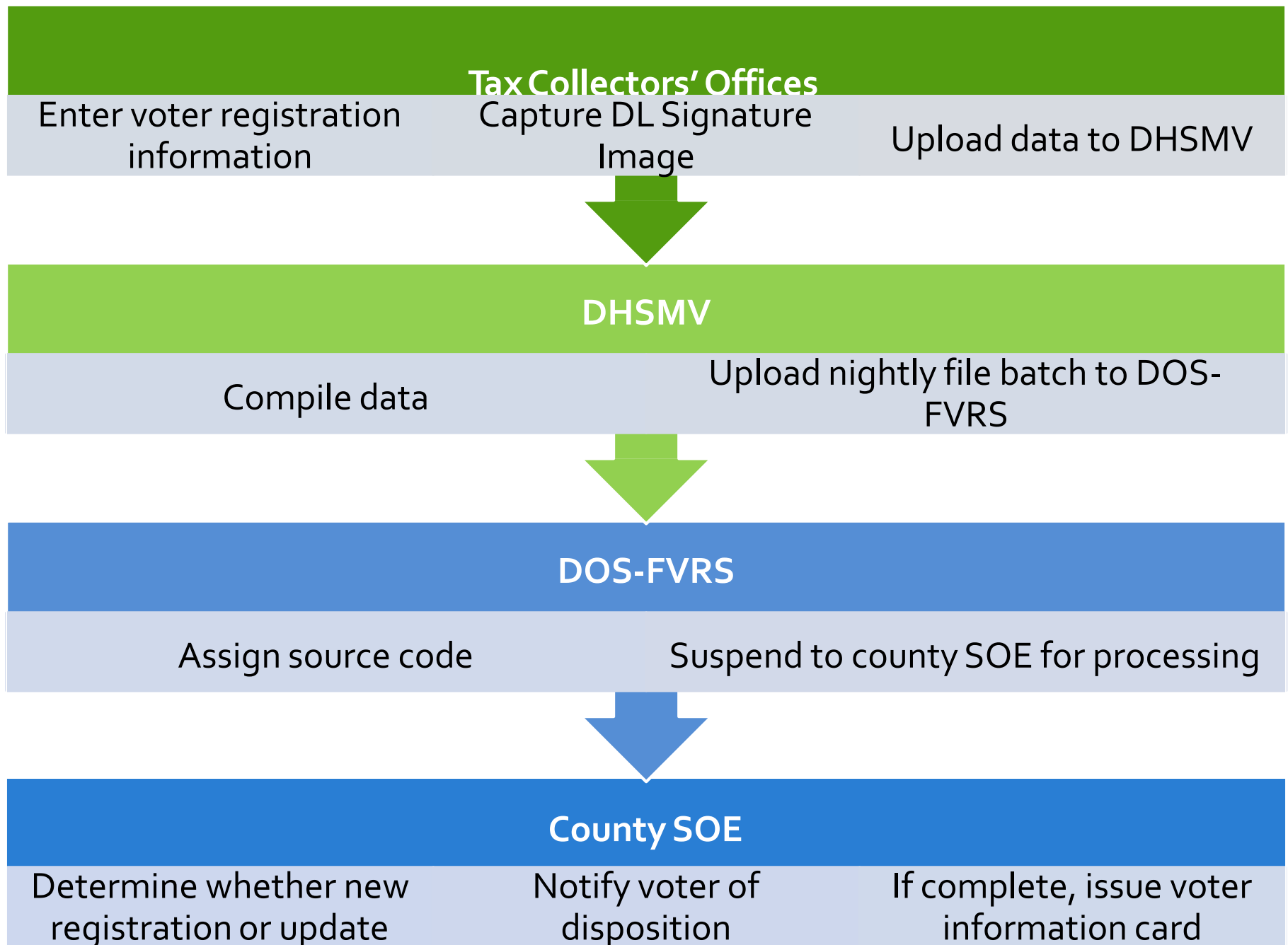
- **Print out inputted** voter application information for applicant:
  - Applicant keeps print-out as receipt (see next slide)
- Allow **person time to review** and verify data entered
- Accept electronic intake only after **person verifies** data entered
- Tell the person to contact Supervisor of Elections **within two (2) weeks** if voter registration card not received

# State and Tax Collector Offices

## Voter Registration Receipt

Future option will allow customer to opt to receive an email confirmation of the voter registration form which will be sent in a PDF format.

Type: PARTY CHANGE		Official Use Only	
Are you a citizen of the United States of America? YES			
<input checked="" type="checkbox"/> I affirm that I am not a convicted felon, or if I am, my right to vote has been restored.			
<input checked="" type="checkbox"/> I affirm that I have not been adjudicated mentally incapacitated with respect to voting or, if I have, my right to vote has been restored.			
Date of Birth (MM/DD/YYYY): 11/21/1955			
FL Driver License/FL ID Number: L252-073-55-921-0		Social Security Num.: 9654	
Last Name/Suffix LICENSE		First Name BARBARA	Middle Name/Initial MOTOR VOTER
Address		City	County State Zip Code
Address Where You Live (Legal Residence): 2940 APALACHEE PKWY STE B341		TALLAHASSEE	LEON FL 32311-0
Mailing Address if different from above: 2940 APALACHEE MAILING B341		TALLAHASSEE	LEON FL 32301
Address where last registered to vote:			
Former name if making a name change:		Day Phone Number:	
Party Affiliation: Florida Democratic Party			
Race/Ethnicity: 5 WHITE, NOT OF HISPANIC ORIGIN			
Sex: F	Do you need voting assistance at the polls? NO	Are you interested in being a poll worker? YES	State or Country of Birth: FL
Are you: Active Duty Military/Merchant Marine? NO		Dependent of an Active Duty Military/Merchant Marine? NO	U.S. Citizen Currently Residing Outside the U.S.? NO
<input type="checkbox"/> Please send me a sample ballot by email if option is available in my county. Provide email address:			
<p>Oath: I do solemnly swear (or affirm) that I will protect and defend the Constitution of the United States and the Constitution of the State of Florida, that I am qualified to register as an elector under the Constitution and laws of the State of Florida, and that all information provided in this application is true.</p> <p>The completion of your driver license or identification card application and signature, and/or any change of address will constitute your consent for voter registration purposes, unless you wish to decline.</p>			
<b>FOR VERIFICATION PURPOSES ONLY</b>			
This form is provided for the purpose of verifying the information you have provided to Department of Highway Safety and Motor Vehicles and for attesting to the oath at the bottom of this form. Your application for voter registration will be acknowledged by your local Supervisor of Elections either by a Voter Information Card or a request for further information. Contact your local Supervisor of Elections if you have questions.			
Date: 24-apr-18 16:55:51 1232102			





## Tax Collector's Office

- Enter voter registration info
- Capture person's signature
- Update data to HSMV

## HSMV

- Compile electronic data
- Upload nightly file to DOS-FVRS

## DOS-FVRS

- Assign source code
- Suspend to county SOE for processing

## County SOE

- Accept record as new or update
- If complete,, issue new voter information card. Otherwise send notice of disposition



# Processing Paper Applications

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SECTION FOUR

Before completing this form, review the General, Application, and State specific instructions

Are you a citizen of the United States of America? ☐ Yes ☐ No

Will you be 18 years old on or before election day? ☐ Yes ☐ No

**If you checked "No" in response to either of these questions, do not complete form.**

Please use state-specific instructions for rules regarding eligibility to register prior to age 18.

1 ☐ Mr. ☐ Mrs. ☐ Miss ☐ Ms. Last Name First Name Middle Name(s) ☐ Jr. ☐ Sr.

2 Home Address Apt. or Lot # City/Town State Zip Code

3 Address Where You Get Your Mail If Different From Above City/Town State Zip Code

4 Date of Birth Telephone Number (Area Code) (D) Mail to this address for your state.

5 **National Mail-In Application**

6 Race or Ethnic Group (Please See the Instructions for your State)

7 Check if you are: ☐ Native born (see 7a below) ☐ Naturalized U.S. citizen

8 I agree to abide by the laws and customs of my state and to subscribe to any local newspaper.

9 The information I am providing is true and correct.

Florida Voter Registration Application  
Part 1 - Instructions (DS-DE 39, R115-2-040, P.A.C.#171-102093)

Información en español: Simplemente llene la oficina electoral de su condado o su oficina electoral más cercana.

For more information, please visit our website at [www.floridavoters.com](http://www.floridavoters.com). You can register to vote by completing this application and delivering it to your local election official.

## Voter Registration and Absentee Ballot Request

Federal Post Card Application (FPCA)

Print clearly in blue or black ink

1. Who are you? Pick one.

I request an absentee ballot for all elections in which I am eligible to vote AND:

☐ I am on active duty in the Uniformed Services or Merchant Marine -OR- ☐ I am an eligible spouse or dependent.

☐ I am an activated National Guard member on state orders.

☐ I am a U.S. citizen living outside the United States and I have no other U.S. residence.

☐ I am a U.S. citizen living in a foreign country and my primary residence is in the United States.

☐ I am a U.S. citizen living in a foreign country and I have never lived in the United States.

☐ Female

Last name	Suffix (Jr, II)	Sex	<input type="checkbox"/> Male
First name	Previous names (if applicable)		
Middle name	Birth date (MM/DD/YYYY)	/	/
Social Security Number	Driver's license or State ID #		

**2. What is your address in the U.S. State or territory where you are registering to vote and requesting an absentee ballot?**  
Your voting materials will not be sent to this address. See instructions on other side of form.

# Application

**Now you must give your CURRENT address to receive your voting materials.**

can update your  
days before that

License number  
you must provide

contact information? This is so election officials can reach you about your request.

try code and area code with your phone and fax number. Do not use a Defense Switched Network (DSN) number.

For voting preference? Select One.

What is your political party for primary elections?

Additional information must you provide? (Ex. Proof of residency, employer, etc.)  
 Use this space to clarify your voter information. See the *Voting Assistance Guide* at FVAP.gov.

ration.

and sign this statement

on this form is true, accurate, and complete to the best of my knowledge. I understand that a material misstatement of fact in this document may constitute grounds for revocation of policy.

is, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and  
 3. I am not, at the time of the election, a convicted felon or other disqualified person, nor have I been adjudicated mentally  
 4. If so, my voting rights have been reinstated; and

Today's date  /  /

☐ I have  
NONE of these

These numbers,	
fix	
table 1	

Code	
------	--

Code	
Code	

[illegible]

## vide Voter

# And vote!

## Application

# Application Application

Date

44

44

# Types of Paper Voter Application Forms

All should be accepted

# Statewide Voter Registration Application

[illegible]

# Processing Paper Applications

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- **If received by mail:**
  - Keep postmarked envelope with application (even if postmark is unclear or there is no postmark)
- **If received in-person:**
  - Stamp date of receipt on application
  - Review application required & optional fields before the person leaves
- **Transmit paper application** to local county SOE office **within 5 calendar days**

# Importance of Postmark and Date Stamp

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- **For mailed applications:**
  - Date of postmark will become voter's registration date
  - If no postmark or postmark is unclear, date application received will become voter's registration date (except if received within 5 days of registration deadline, the deadline becomes the voter's registration date)
- **For in person delivered applications,** date of receipt will become voter's registration date

# Keep Blank Paper Voter Registration Applications Available

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Keep  
stocked

- In plain view - easily accessible (office entrance way and work station)
- English and Spanish versions
- For pick-up and take out and/or fill-in and drop off
- As back-up in case electronic intake system is down

Assistance

- Provide same level of help as you would for electronic intake process
- Remind person to review (especially required fields) and sign application

# How to Obtain Blank Paper Voter Registration Applications

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- **Download/print** from Division of Elections' website and copy them at your office- Statewide Form (English/Spanish)
- **Order forms from the Division of Elections:**
  - [VRA@DOS.MyFlorida.com](mailto:VRA@DOS.MyFlorida.com)
  - Include:
    - ✓ Name of the person receiving the shipment
    - ✓ Mailing address (cannot be a post office box)
    - ✓ Contact telephone number
    - ✓ Number of English and Spanish applications needed
- **Obtain forms from local County Supervisor of Elections Office**



# Non-Compliance

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SECTION FIVE

# Non-Compliance with NVRA - Action

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- **Who:**

- Any person who alleges violation of voter registration or removal process under NVRA or Florida Election Code can file a complaint against DOS, SOE, DHSMV / Tax Collector, or a Voter Registration Agency

- **How:**

- NVRA complaint (DS-18) filed with the Department of State:

<https://www.dos.myflorida.com/elections/forms-publications/forms/>

# Non-Compliance with NVRA - Remedy

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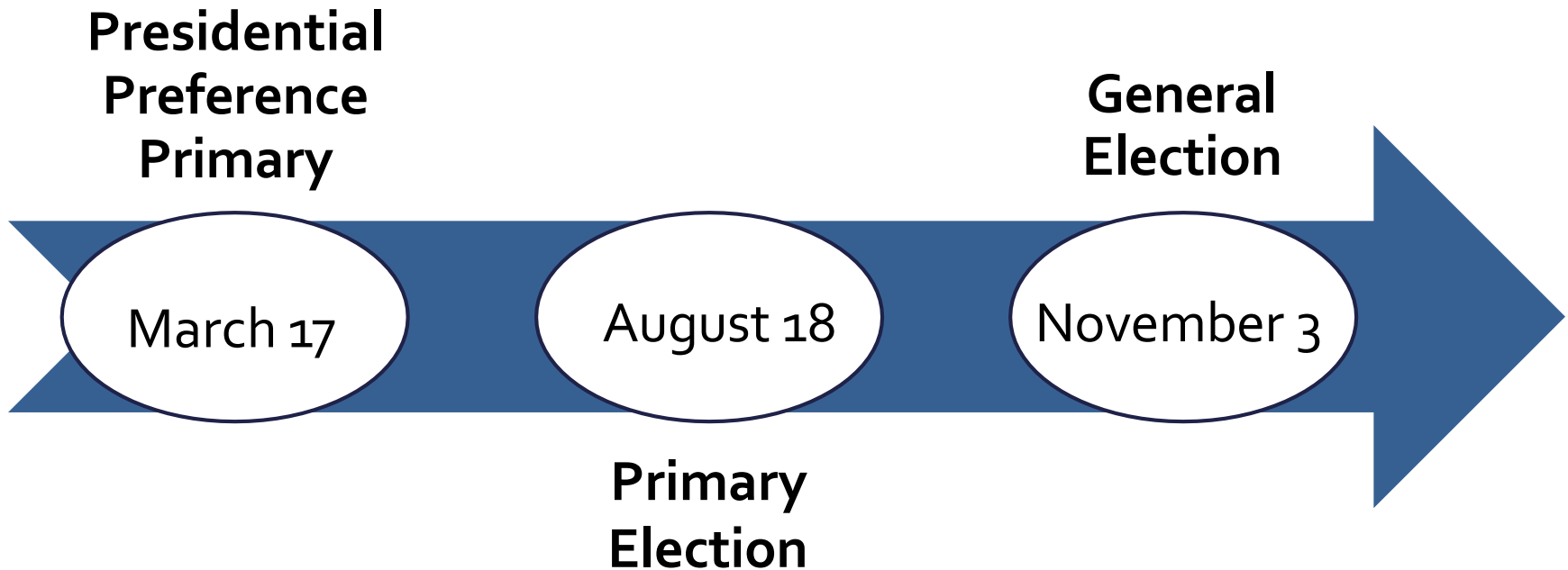
- Award of attorney fees and other sanctions
- Declaratory and injunctive relief by U.S. Attorney General/Department of Justice
- Criminal penalty for knowing and willful violations
- Maximum 5-year prison for intentional threats, intimidation, or undue influence as to a person's ability to register or to vote, or for fraud in voter registration application process

# Key Dates and Contact Information

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SECTION SIX

# Important Dates - 2020 Election Cycle



# Online Voter Registration System

- To submit electronic application with confirmation receipt
- To prefill and print populated application to sign and deliver in person or by mail to the county Supervisor of Elections office

The screenshot shows the Florida Online Voter Registration System website. At the top, it says "FLORIDA DEPARTMENT OF STATE" and "Florida Online Voter Registration System". There are links for "Help", "FAQ", and "Quick Facts". The main heading is "Register to Vote Florida.gov" with a hand icon pointing to the "Register" button. Below this, there is a "Welcome!" message and buttons for "English", "Español", and "Am I Already Registered?". A "Register or Update" button is also present. The page contains detailed instructions on how to use the system, including a note about cookies and a warning about the deadline for registration. It also lists the requirements for being eligible to register to vote, such as being a citizen of the United States, a legal resident of Florida, and at least 18 years old. A notice states that it is a 3rd degree felony to submit false information, with maximum penalties of \$5,000 and/or 5 years in prison. The registration deadline is noted as 29 days before the election. The page also mentions the browser requirements for the system. At the bottom, there is a footer with the Florida Department of State logo, the names of the Governor and Secretary of State, and contact information for the Department of State, including a phone number and address.

FLORIDA DEPARTMENT OF STATE Florida Online Voter Registration System Help FAQ Quick Facts

**Register to Vote Florida.gov**

Attention:  
This site requires cookies to be enabled. Cookies are necessary for full functionality and allow for the best user experience. Cookie control is handled through your individual browser. Please refer to your browser or device help material to adjust cookie usage.

Welcome!

English Español Am I Already Registered?

Register or Update

This system can be used to submit an application online for new registration or to make changes to your existing registration record or to prefill a voter registration application form. The following voter registration application forms are also available for download if you do not wish to use this system:

- (English PDF / Español PDF) (version 10/2013)

To protect your privacy, you will also need:

- The issued date of your Florida DL or Florida ID card; and
- The last four digits of your Social Security Number (SSN).

Note: If you do not have any one or all of the information above, you may still use the online system to prefill a voter registration application form. However, you will have to print, sign, and then mail or deliver your completed voter registration application to your county Supervisor of Elections office.

You should not use this system to register or update your voter registration information if you are a participant with the Florida Attorney General's Address Confidentiality Program (See sections 741-401-741-409, and 741-465, Florida Statutes). Contact your county Supervisor of Elections to register.

To be eligible to register to vote you must:

- Be a citizen of the United States of America;
- Be a legal resident of Florida;
- Be a legal resident of the county in which you seek to be registered;
- Be at least 18 years old to pre-register or at least 18 years old to register and vote;
- Not be a person who has been adjudicated mentally incapacitated with respect to voting in Florida or any other state without having the right to vote restored; and,
- Not be a person convicted of a felony without having your right to vote restored.

Notice: It is a 3rd degree felony to submit false information. Maximum penalties are \$5,000 and/or 5 years in prison.

Registration deadline

The deadline to register for an upcoming election is 29 days before that election. You can also update your registration record at any time. However, since Florida is a [closed primary election](#) state, a party change for a primary election must be made by the registration deadline for that election. If the deadline has passed, you can still submit an online application at any time and it will be processed for future elections.

Browser

The Florida CVR application works best when using the latest version of a browser (e.g., Microsoft Internet Explorer (IE) 8.0 or higher; Opera 10 or higher; Google Chrome or Mozilla Firefox). For more information, see the Help page.

Ron DeSantis, Governor  
Laurel M. Lee, Secretary of State

Privacy Policy | Accessibility | Site Map

Questions or Comments Contact the Department of State

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

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FLORIDA  
ELECTIONS

Communications | Contact

Florida Department of State  
Phone: 1.866.308.6739

R.A. Gray Building  
500 South Bronough Street,  
Tallahassee, Florida 32399-0250

# Contact Information

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## Motorist Services Support

- Sharon Watson, Program Manager
- 850-617-2904
- [SharonWatson@flhsmv.gov](mailto:SharonWatson@flhsmv.gov)



## Bureau of Voter Registration Services & Program Administration

- Toshia Brown, Chief, BVRs (HSMV verifications/Electronic Submissions)
- 850-245-6225
- [Toshia.Brown@DOS.MyFlorida.com](mailto:Toshia.Brown@DOS.MyFlorida.com)
- Katrina Ferguson, Coordinator for Application Orders
- 850-245-6237
- [Katrina.Ferguson@DOS.MyFlorida.com](mailto:Katrina.Ferguson@DOS.MyFlorida.com)



## Supervisor of Elections

- Contact information online at Division of Elections' website  
<https://dos.myflorida.com/elections/contacts/supervisor-of-elections>



# **FLORIDA DEPARTMENT *of* STATE**

For more information, visit us online at:  
[dos.myflorida.com/elections/](https://dos.myflorida.com/elections/)